

ADS 8-2



FBIS2413-88
31 March 1988

MEMORANDUM FOR: Linda C., OIT/ID/ASB

FROM: C/EB/HED/FBIS

STAT

SUBJECT: Request for Modular Furniture Phones

1. As requested at the 30 March meeting on installing new modular furniture in room 3611 (3S11), of we have several requirements for moving the telephones in the Daily Reports furniture area.

STAT

2. We shall require the services of CONTEL as follows:

First two clusters - 13 and 14 April
Second two clusters - 20 and 21 April
Third two clusters - 27 and 28 April
Fourth two clusters - 4 and 5 May

3. We wish to have the existing secure and non-secure telephone pedestals ("shoeboxes") moved so they are under the desks, no further than six inches from the back center line of the furniture. The pedestals should be as far away from the desk user's feet as possible. If the furniture cabinets under the desks hang above the floor by several inches, it may be possible to place the pedestals under the two drawer cabinets against the back wall. Each cluster has six secure and six non-secure lines now, arranged three jacks per pedestal, for a total of four pedestals under each cluster. We would like to have the same number of jacks in the new layout. As stated at the meeting, the six position clusters require that three non-secure and two secure instruments be installed, while the four position clusters require only one secure and two non-secure instruments.

4. This memorandum does not change the Form 4340's which were handed to you at the 30 March meeting.

STAT



FBIS2413-88
31 March 1988

SUBJECT: Request for Modular Furniture Phones

FBIS/ESG/ADD/SES: [REDACTED] (31MAR88)

STAT

Distribution:

Original - Addressee (Hqs, Room 1B16)

- 1 - C/HED
- 1 - C/LOGS
- 1 - C/AFSB
- 1 - [REDACTED] C/EB/HED
- 1 - [REDACTED] GE/SES
- 1 - [REDACTED] GE/SES
- 1 - GE/SES Staff
- 1 - Registry

STAT